To View a Student's Academic Career, Program, Plan[s] and Sub-plan[s]

1. Click on **Classic Home**

![Classic Home Image]

2. Click on **Self Service** > **Advisor Center** > **My Advisees**

![Self Service Image]
3. Select a student displayed on this page using the View Student Details link corresponding to that student OR click on the View Data for Other Students button which allows one to access all students in the system. [NOTE: If one clicks on the View Data for Other Students button, the Advisee’s Student Center search page will open where one can search using last and first name].

4. The Advisee’s Student Center search page will open where one can search using last and first name.
5. Upon selection of the student, **that Student’s Advising Center** page will open. Click on the **Academics** tabbed link on the top of the **Advisee Student Center** page.

![Image of the Advising Center page]

6. The student’s academic career, program, plan[s], and sub-plan[s] are displayed on the academic page.
   
   a. There are 5 “academic careers”: undergraduate semester [all undergraduate students]; graduate quarter [master’s level quarter credit]; graduate semester [master’s level semester credit]; doctorate [doctoral level quarter credit]; doctoral semester [doctoral level semester credit].
   
   b. Within each career, there are a number of “academic program”. At the University, academic program is primarily used to make distinctions for student billing and financial aid purposes.
   
   c. Within each program, there are a number of “academic plans”. The academic plan is primarily used to indicate the student’s major, minor, program [for graduate students], and/or certificate area.
   
   d. Within each plan, there are a number of “academic sub-plans”. The academic sub-plan is used to indicate, when appropriate, a students’ cohort number, concentration, track, and/or the student’s academic requirements rule set. The “Requirement Term” informs the academic advisement report tool of the academic year catalog requirements that will be applied to that particular student.
### Institution / Career / Program

- **BENUV - Benedictine University**
- **UGDS - Undergraduate Semester**
- **UNDGR - Undergraduate**

### Term Summary

- **BENUV - Benedictine University**
- **UGDS - Undergraduate Semester**
- **2019 Fall**
- **Eligible to Enroll: Yes**

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**Program** | **UNDGR**
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**Student Career Nbr** | 0
**Status** | Active in Program as of 01/05/2019
**Admit Term** | 0749
**Expected Graduation**
- **Approved Load** | Full-Time
- **Load Determination** | Base On Units
- **Level Determination** | Base On Units
**Plan** | CMCSMAJ
**Requirement Term** | 0749
**Sub-Plan** | NFR
**Requirement Term** | 0749
**Computer Science**
- **Requirement Term** | 0749
- **2019 Fall**
**New Freshman Gen Ed Rules**
- **Requirement Term** | 0749
- **2019 Fall**